

STATE LIFE INSURANCE CORPORATION OF PAKISTAN

RAWALPINDI ZONE

TENDER NOTICE NO. RZ/01/2021/STATIONERY

State Life, Rawalpindi Zone invited sealed financial bids from reputable suppliers/vendors of stationery items registered with Tax Department having own offices and Phone/Fax Number for the procurement of different stationery items as per detail given here under. No bid will be entertained without 2% earnest money.

S.#	Description of items	Quantity Required	Delivery Schedule	Closing date for Bids submission	Date of Bids opening
			Within 15 days after receiving purchase order	09-02-2021 at 11:00 a.m.	09-02-2021 at 11:30 a.m.
1	Ball Points (Picasso) or Equivalent	4000 Nos.			
2	Box File Large Imported (GRASH NO.110FC) or Equivalent	100 Nos.			
3	Carbon Paper (Dolphin 100 sheets) or Equivalent	12 Packet			
4	Cell Pencil (Toshiba or Equivalent)	100 Nos.			
5	Calculator (CT-9300) or Equivalent	36 Nos.			
6	Computer Paper (8 x 9 1/2) Century 2000 sheets 62/63 gm. or Equivalent	100 Boxes			
7	Computer Paper (9 1/2 x 11) 2000 Century 2000 sheets 62/63 gm. or Equivalent	150 Boxes			
8	Computer Paper (15x11) Century 2000 sheets 62/63 gm. or Equivalent	250 Boxes			
9	Duster (Yellow 20x30) or Equivalent	200 Nos.			
10	Dumpers Fine Quality	200 Nos.			
11	Fax Roll Panasonic Thermal Paper Size 210mm x 30m or Equivalent	40 Nos.			
12	File Tray Plastic or Equivalent	12 Nos.			
13	Franking Ink (Lion Metal Ink) or Equivalent Red colour	18 Nos.			
14	Fluid Pen ORO Correction Pen or Equivalent	24 Nos.			
15	Gum Bottle Nafees 142 gms or Equivalent	6 Nos.			
16	Gum Stick 22gm UHU Medium or Equivalent	40 Nos.			
17	Highlighter (Pelikon) or Equivalent	36 Nos.			
18	Jute Roll Plastic or Equivalent	84 Nos.			
19	Marker (Dollar 70x90) or Equivalent	72 Nos.			
20	Paper Cutter (Knife) or Equivalent	10 Nos.			
21	Paper Imported Legal Size 70 gm. (AA) or Equivalent	100 Reams			
22	Paper Imported A/4 Size 70 gm. (AA) or Equivalent	150 Reams			
23	Paper Pin 50 gm. Three Flower or Equivalent	100 Packet			
24	Paper Local Full Scape Moon's or Equivalent	5 Reams			
25	Paper Local A/4 Size Moon's or Equivalent	5 Reams			
26	Paper Clip (36mm Round) Three Flower or Equivalent	60 Pakcets			
27	Punching Machine (KW-trio 912) or Equivalent	12 Nos.			
28	Pin Cusion Plastic Pelikon or Equivalent	12 Nos.			
29	Soft Pencil Deer's or Equivalent	60 Nos.			

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			Within 15 days after receiving purchase order	09-02-2021 at 11:00 a.m.	09-02-2021 at 11:30 a.m.
30	Packing Tape 2" Abro or Equivalent	60 Nos.			
31	Computer Ribbon LQ-2180 PRINT-RITE or Equivalent	200 Nos.			
32	Computer Ribbon LQ-300 PRINT-RITE or Equivalent	120 Nos.			
33	Computer Ribbon LQ-310 PRINT-RITE or Equivalent	60 Nos.			
34	Computer Ribbon IBM 6400i or Equivalent	80 Nos.			
35	Computer Ribbon 610 PRINT-RITE or Equivalent	40 Nos.			
36	Rubber Band Small Packet (Q-Brand) or Equivalent	50 Packet			
37	Register No.8 (Lucky Brand) or Equivalent	30 Nos.			
38	Register No.20 (Lucky Brand) or Equivalent	20 Nos.			
39	Rubber Band Large Packet (Half Kg) Extra Large	50 Packet			
40	Signature Pen (Dollar Gel-1, 0.7) or Equivalent	200 Nos.			
41	Stapler Machine 24/6 (KW-5527) or Equivalent	40 Nos.			
42	Stapler Pin Small Packet 24/6 KW-trio or Equivalent	650 Packet			
43	Stamp Pad (Crystal Large) or Equivalent	84 Nos.			
44	Stamp Pad Ink (Dollar) or Equivalent	150 Nos.			
45	Scale Steel	12 Nos.			
46	Scotch Tape (1" Deer/Abro) or Equivalent	24 Nos.			
47	Tissue Paper Box (100 sheets Rose Petal Tulip) or Equivalent	200 Boxes			
48	Toner 12A hp laser jet China A Quality or Equivalent	18 Nos.			
49	Toner 26A hp laser jet China A Quality or Equivalent	6 Nos.			
50	Toner 35A hp laser jet China A Quality or Equivalent	18 Nos.			
51	Toner 53A hp laser jet China A Quality or Equivalent	4 Nos.			
52	Toner 80A hp laser jet China A Quality or Equivalent	10 Nos.			
53	Toner 85A hp laser jet China A Quality or Equivalent	20 Nos.			
54	Washing Powder (Vim 450 gm.) or Equivalent	84 Packet			
55	Water Glass (Toyo Nasic/Omric) or Equivalent	100 Nos.			

The tender documents can be obtained from the office of undersigned during working days (Monday-Fridya) from 9:00 a.m. to 5:00 p.m. on a written request alongwith fee of Rs.1000/- (Non-refundable).

(DILAWAR BAKHT)

AGM/Secretary,
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State Life Building No.1, The Mall,
Rawalpindi.
Phone:051-9271295, 9272545, Fax No.051-9271358